By-Laws

For

University of Dayton Chapter

American Association of University Professors

I. **Name:** The name of this association shall be the University of Dayton Chapter of the American Association of University Professors.

II. **Purpose:** This chapter shall have as its purpose support of the purposes of the national American Association of University Professors as given in its constitution.*

III. **Membership:**

1. Membership in the Dayton Chapter is open to all persons in the University of Dayton academic community who are presently members of the national association.
2. There shall be four classes of members:
   a. **Active Members:** Any person who holds a position of teaching or research at the University of Dayton may be admitted to Active membership in the Chapter.
   b. **Junior Members:** Any person who is, or within the past five years has been, a graduate student may be admitted to Junior membership. Junior members shall be transferred to Active membership as soon as they become eligible.
   c. **Associate Members:** Any member who ceases to be eligible for Active or Junior membership because his work has become primarily administrative shall be transferred to Associate membership.
   d. **Emeritus Members:** Any active or Associate member retiring for age may be transferred at his request to Emeritus membership.
3. The admission of members shall require two steps:
   a. **Application.** Applications for Active and Junior membership shall be made to the Secretary of Chapter.
   b. **Acceptance and Notification.** When an applicant’s eligibility has been determined, it shall be the duty of the Secretary to inform him promptly that he has been accepted to membership, and to include his name in the official list of the Chapter’s members.
4. A member may resign by notifying the Secretary of the Chapter. A member may be expelled for cause by two-thirds vote of the Chapter meeting after opportunity for a hearing from the Committee on Professional Ethics. Members shall be forfeited by nonpayment’s of the due conditions to be established by the Executive Board.

IV- Officers

1. The officers of the Chapter shall be a President, a Vice President, and a Secretary-Treasurer.
2. The President and the Vice President shall have the duties usually associated with these offices. The President shall preside at meetings of the Chapter. He shall appoint all committees and be an ex-officio member of all committees, except the Nominating Committee.
3. In the event that the President shall be unable to fill his office, the Vice-President shall succeed to his office.
4. The Secretary-Treasurer shall, as secretary, perform the clerical work usually entailed in this office, assisting the President in publishing the agenda, taking and printing the minutes, and performing similar work of the Chapter. He shall conduct the correspondence of the Chapter. As treasurer, he shall collect all moneys and deposit them in the name of the Chapter. He shall pay all bills approved by the President, the Secretary, or the Executive Board. He shall make the financial report to the Chapter whenever the President or the Executive Board requests it.
5. The officers of the Chapter shall be elected by the Chapter membership annually, holding office for one year, or until their successors are elected. Only Active Members are eligible for election as officers. No President may serve more than two consecutive terms in that office.
6. A Nominating Committee of three or more members appointed by the President shall select nominees for the various offices, and present these nominees at the Chapter’s November meeting; additional nominees can then be presented from the floor. Sufficiently in advance of the December meeting, the committee shall distribute ballots to all Active, Junior, and Emeritus members, and the poll shall be closed at a specified date approximately a week after this distribution. Nominees receiving a plurality of the votes cast shall then assume their respective offices. If no nominee receives a plurality, the Committee shall conduct a run-off election for that office.

V – Meetings

1. Unless otherwise ordered by the Executive Board, meetings of the Chapter shall be held monthly whenever the University is in session. Additional meetings can be called when deemed necessary by the Executive Board.
2. A quorum at these meetings shall consist of 20 per cent of the total membership.
3. Unless otherwise specified by the Agenda and Steering Committee, the order of business shall be as follows:
   a. Approval of minutes;
   b. Reports of such standing committees as wish to report;
   c. Reports of such special or ad hoc committees as wish to report;
   d. Announcements;
   e. Unfinished business;
   f. New business.

   This order of business may be suspended by a two-thirds vote of those present at the meeting.

4. Each Active, Junior, and Emeritus member shall have one vote at the Chapter meetings. Associate members do not have a vote.

5. Except as provided in these By-Laws, the meetings shall be governed by Robert’s Rules of Order Revised.

VI – Executive Board

1. The President, Vice-President, and Secretary-Treasurer, together with the latest ex-President, if he is still an Active member, and the Chairman of the standing committees, shall constitute the Executive Board of the Chapter.

2. The Board shall carry out the purposes of the Chapter, and act in its name. The Board shall (a) determine for each class of members the annual dues and regulations governing their payment; (b) manage the financial affairs of the Chapter, with the Secretary-Treasurer; (c) convene special meetings of the Chapter at the Board’s discretion; and (d) publish a record of its meetings to the membership.

3. Meetings of the Board may be called (1) by the President, or (2) by a majority, or at least half, of the members of the Board.

VII – Committees

The Chapter, in order to attain the purposes of the AAUP, shall maintain the following standing committees:

1. Committee on Academic Freedom and Tenure, to guide the Chapter in matters of freedom and tenure according to the AAUP’s principle that institutions of higher education are conducted not for the interest of either the individual teacher (or researcher) or the institution as a whole, but for a common good which requires the free search for truth and its free exposition; as regards academic freedom, to concern itself with the rights and duties of the teacher in teaching, and the student in learning; to safeguard the freedom of teachers and researchers in their academic duties; to guide the Chapter in interpreting the rights and duties of its members as citizens, as members of a learned profession, and as officers of an educational institution; to keep the Chapter informed of developments specifically referring to church-related colleges and
universities; to foster faculty responsibility for the academic freedom of students; as regards academic tenure, to promote the faculty freedom and economic security indispensable to the success of the University in fulfilling its obligation to its students and to society; specifically, to attend to matters of the probationary period required before permanent or continuous tenure is granted, and to matters of employment termination, assuring the observance of due process in the dismissal of faculty members.

2. Committee on Professional Ethics, to guide in defining a faculty member’s academic responsibilities and his proper relationships with the various spheres of his influence: with the teaching aspects of his profession by manifesting his respect for students as individuals, fostering them in honest academic conduct, evaluating them justly, respecting the confidential nature of the professor-student relationship, and preventing the exploitation of students for the teacher’s private advantage; with his colleagues, by showing due respect for the opinions of others in the exchange of criticism and by his encouraging objectivity in the professional judgment of colleagues, by resisting improper pressure from power groups seeking to impose their will on others, and by encouraging participation in the governance of the University; with the University, by his rendering effective teaching and scholarship, observing stated regulations which do not contravene academic freedom, and protecting the faculty’s right to criticize and seek revision; and with his community, by preserving his rights and obligations as a citizen, and by appearing in the public forum in such a way as to avoid giving the impression of speaking or acting for the University.

3. Committee on Teaching, Research, and Publication, to promote higher academic and professional standards which will enhance the distinction of the academic community; to maintain the quality of undergraduate teaching; to improve institutional arrangements conducive to good teaching, the performance of profession duties, and stimulation of scholarly activity; to safeguard the quality of teaching and learning in cases of new educational methods, and specifically to assure the proper relationships between administrator, faculty, and student body in matters of educational television; to handle questions of faculty workloads and the extent of professional services; to study teacher evaluation procedures and criteria for promotion; to attend to matters of sabbatical leaves; to foster the recruitment of promising students to each, and to cooperate in the preparation of college teachers; to study problems arising from the expansion of sponsored research in higher education; to study questions concerning publication by active teachers.

4. Committee on Relationships of Higher Education to Federal and State Governments, to inform the Chapter of relevant matters pertaining to government relations with higher education; to study new federal programs and developments in state and private systems of higher education; to inform the Chapter of the efforts of federal and state agencies in promoting new building construction, in improving salaries, in facilitating research and good teaching, and in providing financial assistance to students and
scholars; to oppose legislative enactments that infringe upon academic freedom or jeopardize equality of educational opportunity; to protest improper governmental restraints upon faculty members and students who peacefully oppose government policies.

5. The Committee on University Government, to direct the Chapter’s efforts in promoting the faculty’s proper share in the governance of the University. Because the Chapter views the faculty as one of the components of a complex modern university, including governing board, administration, faculty, students, and others, the committee shall promote the faculty’s role in university governance by encouraging adequate communication among these components, with full opportunity for appropriate joint planning and effort. In order that the faculty may aid in creating an environment conducive to scholarly standards of learning, the Committee shall insure the faculty’s proper voice in the disposition of the University’s physical resources, and in the allocation of its funds. The Committee shall promote the faculty’s right to share in the choosing a new president for the University, and to be consulted by the president in the selection of academic deans and other chief academic officers. The Committee shall protect the faculty’s primary responsibility for such fundamental areas such as curriculum, subject matter and methods of instruction, research, faculty status, and those aspects of student life which relate to the educational process; the Committee shall preserve the faculty’s prerogative to set the requirements for the degrees offered in course, to determine when the requirements have been met, and to authorize the president and board to grant the degrees thus achieved. The Committee shall seek the selection of department chairmen either by department election or by appointment, following consultation with members of the department. The Committee shall insure active faculty participation in the determination of policies and procedures governing salary increases. The Committee shall foster the establishment of agencies for faculty participation in the government of the University at each level where faculty responsibility is present, and shall promote the selection of faculty representatives for these positions by the faculty according to procedures determined by the faculty. The Committee likewise shall promote significant and responsible student participation in University government.

6. Committee on the Economic Status of the Profession, to direct the Chapter’s efforts in revising salary scales upwards to bring them into line with other professions. For this purpose the Committee shall study the AAUP’s surveys of salary levels which provide information and targets for board members, administrators, and faculty members; the Committee shall publicize pertinent information and shall work towards the University’s conformity with the AAUP’s standard scales of compensation, so that the University may attract and hold a high caliber of person, as well as maintain incentive and promote efficiency. The Committee shall concern itself with collateral economic benefits such as pension provisions, retirement plans, faculty children’s allowances, insurance, faculty housing, and proper use of sabbatical leaves for intellectual refreshment and renewal.
The Committee shall alert the Chapter to such advantages as social security benefits available to faculty members during the summer when they are not teaching. It shall inform the Chapter about the impact of federal income taxes upon the profession, and shall provide advice to faculty members about the application and interpretation of the increasingly complex federal income tax laws. The Committee shall see that instruction receives a reasonable and proper share of institutional expenditure, and that a proper faculty-student ratio is developed and maintained.

7. Grievance Committee, to consider AAUP faculty grievances involving academic freedom, tenure, non-reappointment, dismissal, conditions of service, salaries, assignment of teaching duties, space, and other facilities, propriety of conduct, and similar matters. The committees shall offer advice and counsel to AAUP members wishing to submit a complaint to the University Preliminary Hearing Committee, the University Grievance Committee, or other University due process bodies, and it shall respond to requests from AAUP members who have unsuccessfully exhausted University due process with regard to their grievance. The committee shall be elected according to procedures determined by the Agenda and Steering Committee.

8. Agenda and Steering Committee, composed of the President, Vice-President, and Secretary-Treasurer of the Chapter, and other Active Members if the President so chooses, to prepare the agenda of the Chapter’s meetings; to assure that the Chapter’s actions are in harmony with the principles and procedures of the AAUP; to guide the Chapter, through its standing committees, in maintaining its positive thrust toward the Chapter’s goals without becoming unduly embroiled in such matters as complaints and protests.

VIII – Amendments to the By-Laws

Amendments to these By-Laws may be initiated by the Executive Board, or may be proposed in writing by at least five Active Members. The amendment shall be presented at the meeting prior to the one at which the vote is to be taken. The amendment shall be specifically announced to the full membership in a call for the meeting two weeks before the meeting at which action on the amendment is to be taken. A majority vote of the meeting shall be required for passage of the amendment.